

Town of Drumheller

COUNCIL MEETING

MINUTES

January 26, 2004 5:30 PM Council Chambers, Town Hall

703 - 2nd Ave. West , Drumheller , Alberta

PRESENT:

MAYOR:

Paul Ainscough

COUNCIL:

Karen Bertamini

Don Cunningham

Larry Davidson

Brent Pedersen

John Sparling

Harry Stables

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF CORPORATE SERVICES:

Michael Minchin

DIRECTOR OF COMMUNITY SERVICES:

Diana Meller

RECORDING SECRETARY:

Linda Handy

ABSENT: DIRECTOR OF INFRASTRUCTURE SERVICES:

Wes Yeoman

1.0 CALL TO ORDER

2.0 MAYOR AINSCOUGH'S OPENING REMARKS

2.1 Mayor P. Ainscough presented a letter from Hon. Gary Mar, Q.C., Minister of Health and Wellness extending personal congratulations for the leadership role the Town of Drumheller has played with respect to the use of electronic health records in Alberta . He further notes that Drumheller is the first in Canada to connect every eligible health provider to a provincial electronic health records.

2.2 Mayor P. Ainscough presented a letter from Drumheller Stampede & Agricultural Society extending appreciation for the Town's involvement, as well as the representation of Mr. John Sparling who has done an excellent job to further the Society's interests.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

Deletions to Agenda: 8.1.5 Bylaw 07.04 Water and Sewer Rate Increases

Additions to Agenda: 14.1 Report from Councillor B. Pedersen 15.6 Municipal Development Plan

MO2004.18 Pedersen, Davidson moved the adoption of the agenda as amended. Cd.

5.0 MINUTES

5.1.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES – January 12, 2004

MO2004.19 Bertamini, Cunningham moved the adoption of the minutes of Regular Council meeting of January 12, 2004 . Cd.

5.2 MINUTES OF MEETINGS PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission – November 27, 2003

5.3 BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1 CAO

8.1.1 Bylaw 01.04 being a bylaw to amend Land Use Bylaw No. 36.98 by redesignating Lots B, C, D, & E, Block 1, Plan 7611000 from “C-1” – Local Commercial District to “SCR” – Suburb Community Residential District – first reading

R. Romanetz presented a proposal to reclassify a parcel of land located in Nacmine from C-1 – Commercial to SCR – Suburb Community Residential for the purpose of placing manufactured homes. This matter was reviewed by the Municipal Planning Commission and they have no concerns with the reclassification. R. Romanetz recommended that Council proceed to first reading to allow for the advertising and public hearing process to commence.

MO2004.20 Bertamini, Pedersen for first reading to Bylaw 01.04. Cd.

8.1.2 Bylaw 04.04 ME First Borrowing Bylaw – all three readings

R. Romanetz presented Bylaw 04.04 for the purpose of borrowing dollars under the Municipal Energy Program for the Drumheller Water Treatment Plan Automation Project. The project includes the replacement of the Programmable Logic Controller (PLC) at the Water Treatment

Plant. The plant relies on the PLC to operate the process equipment. Based on the consultants review, the improvement will reduce the amount of water wasted during back washing. Under the program criteria, Council must pass a bylaw to be included with the application which outlines the maximum required borrowing of \$262,100 with 0% interest to be repaid over a period of four (4) years in annual instalments. R. Romanetz advised that the annual principal payment will be recovered through cost savings at the Water Treatment Plant.

MO2004.21 Davidson, Sparling for first reading to Bylaw 04.04

Clarification on the motion:

Councillor L. Davidson asked if Kneehill Water Commission will contribute towards the project costs. R. Romanetz clarified that the Province has approved funding for 40% of the project costs and the remaining expense will be funded from borrowed dollars. Councillor L. Davidson asked if the project costs will limit the Town's ability to borrow for other projects. R. Romanetz stated no. He further explained that all users of the system who will benefit from the improvement will pay their proportionate share. Councillor K. Bertamini asked if the improvement costs will be debentured over the lifetime of the project. R. Romanetz stated that the project costs will be repaid within four (4) years as required by the province, however the improvements will serve the plant needs for at least 20 years.

Vote on the Motion: Cd.

MO2004.22 Stables, Sparling for second reading to Bylaw 04.04. Cd.

MO2004.23 Bertamini, Stables no objection to third reading of Bylaw 04.04. Cd.

MO2004.24 Cunningham, Pedersen for third reading to Bylaw 04.04. Cd.

8.1.3 Bylaw 05.04 Business Tax Rate Bylaw

R. Romanetz presented Bylaw 05.04, which is an annual bylaw required under the Municipal Government Act, Section 377. This bylaw establishes various rates charged for businesses on assessable land.

MO2004.25 Pedersen, Bertamini for first reading to Bylaw 05.04. Cd.

MO2004.26 Sparling, Cunningham for second reading to Bylaw 05.04. Cd.

MO2004.27 Bertamini, Stables – no objection to third readings of Bylaw 05.04. Cd.

MO2003.28 Cunningham, Stables for third reading to Bylaw 05.04. Cd.

8.1.4 Bylaw 06.04 Supplementary Assessment Bylaw

R. Romanetz presented bylaw 06.04 which authorizes supplementary assessment for improvements during the taxation year of an improvement, whether or not the improvement appears on the assessment roll at the time the supplementary assessment is made.

MO2004.29 Stables, Pedersen for first reading to Bylaw 06.04. Cd.

MO2004.30 Sparling, Cunningham for second reading to Bylaw 06.04. Cd.

MO2004.31 Bertamini, Stables – no objection to third reading of Bylaw 06.04. Cd.

MO2004.32 Davidson, Cunningham for third reading to Bylaw 06.04. Cd.

8.1.5 Bylaw 07.04 Water and Sewer Rate Increases - deleted from Agenda.

8.1.6 RFD – DRCDDT Services Agreement

R. Romanetz presented the Services Agreement between Town of Drumheller and the DRCDDT, which outlines the responsibilities and cost sharing arrangements for both parties. The requirements are reviewed on an annual basis. He noted that he met with Mr. Jean Marc Lacasse, DRCDDT Manager and reviewed the agreement in detail. He reviewed the following proposed changes with Council:

- Economic Development Inquiry Response and Packaging – Clause 8 (addition) DRCDDT will maintain a minimum of five (5) copies of the Valley of Opportunities booklet. Clause 12 (amended) DRCDDT will provide weekly (previously monthly) reports on economic development inquiry activity to the Town. This allows for immediate follow-up on contacts, if required. Clause 2 and 3 (addition) – Town will provide the DRCDDT with updated information to insert into existing documents;
- Tourist Information Centre – Clause 2 (amended) DRCDDT 's hours of operation may vary during the off-season. Clause 2 (amended) Town will provide two (previously one) telephone lines within the Tourist Information Centre to be dedicated for tourism purposes.
- Drumheller Valley Buying Group Tourism Marketing – Clause 6 (addition) Up to 10% of total budget can be used for operational purposes. R. Romanetz advised that the \$20,000 contribution per year for joint marketing opportunities remains the same however the DRCDDT wishes to use 10% of this amount for operational purposes, i.e. staff working in this area. The

reason for this change is that identified funding normally available for that staff member is no longer available and additional funding is needed to offset this cost.

- Tourist Information Request Responses – R. Romanetz noted that in previous discussions, Council had expressed concerns with the \$5,000 contribution for E-Mail responses. He stated that after speaking with Mr. Lacasse, they both agreed that E-Mail costs could be reduced through changes to the website. He further explained that the Town's contribution will assist with the proposed changes to link the Town's website with the Tyrrell Museum and DRCDT. He stated that users will be able to link to all three sites to access the information they need to plan their trip to Drumheller. If the user requests a response, pre-packaged information will be E-Mailed as a response – this will eliminate the personalized response. DRCDT will review the requests received last year so that the material is tailored to the requests. He further noted that tourists can also access a digital valley map on the site. R. Romanetz explained that once these changes are in place and it is properly managed, tourists can access their own information and this would reduce the costs of responding to E-Mails. He recommended that since changes to this area have not been finalized, a letter could be sent to the DRCDT outlining agreement in principle to review this matter.
- Other Projects (addition) DRCDT will pursue alternative sources of funding, to use jointly with the Town's own resources, for the preparation of a web portal.

Councillor L. Davidson stated that the DRCDT had contracted the Valley Map Guide to a private company however this component is no longer available. Councillor K. Bertamini stated that she had expressed concerns over this area and noted that the number of E-Mail responses has decreased. She agreed that this area should be resolved prior to approval of agreement. R. Romanetz noted that until the changes are in place, there is no opportunity to estimate how much efficiency the Town will garner from the change.

R. Romanetz recommended that Council proceed with the services agreement proposal excluding the 10% administration charge and including a clause to have the Town and DRCDT further review ways to reduce the costs of responding to E-mails.

MO2004.33 Davidson, Bertamini that Council approve the Services Agreement between the Town of Drumheller and the Drumheller Regional Chamber of Development and Tourism for a further period of one year subject to amendments as presented by the CAO. Cd.

8.2 Director of Infrastructure Services

8.3 Director of Corporate Services

8.3.1 RFD – Human Resources Policy

M. Minchin advised that the Human Resources Policy, Section 5 was presented at the last Committee Meeting of Council. He explained that Administration has been preparing a comprehensive and detailed human resources policy and procedure manual. He noted that the first two sections of the policy have already been approved. He further noted that pages 199 /200 have been amended to reflect the concerns raised by Council at that time. The inappropriate conduct clause now contains a disciplinary action clause similar to unacceptable conduct.

MO2004.34 Pedersen, Sparling that Council approve the policy components of Section 5 of the Town of Drumheller's Human Resources Policy and Procedure Manual as presented. Cd.

8.4 Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

Quarterly and Annual Reports were presented by:

9.1 CAO

9.2 Director of Infrastructure Services – Absent (to be presented at a later date).

9.3 Director of Corporate Services

9.4 Director of Community Services

10.0 PUBLIC HEARING DECISIONS

11.0 DELEGATION DECISIONS

12.0 UNFINISHED BUSINESS

13.0 NOTICES OF MOTIONS

14.0 COUNCILLOR REPORTS

Councillor B. Pedersen advised that he and the CAO had the opportunity to tour the Sunshine Lodge expansion on January 23rd. He reported that details are now being constructed on the new section and individuals will move in towards the end of February. Renovations will commence

on the old section soon thereafter. He noted that approximately 100 seniors await residency in the Drumheller lodge, manors or villa. There are vacancies at the Delia manor. He further stated that the waiting list indicates there still remains a need for senior housing accommodations within the Valley. Funding is required for any further additions.

15.0 IN-CAMERA MATTERS @ MO2004.35 Cunningham, Stables to go in camera at 6:30 PM . Cd.

15.1 Residential Subdivision Development

15.2 Rosedale Industrial Subdivision

15.3 Hwy 9 Traffic Controls

15.4 Letter from William Herman

15.5 Policing

15.6 Municipal Development Plan

MO2004.36 Cunningham, Pedersen that Council revert to Regular Council Meeting at 8:13 PM . Cd.

15.6 Municipal Development Plan

MO2004.37 Bertamini, Cunningham that Council in accordance with Section 688 of the Municipal Government Act seek leave to appeal the decision of the Subdivision and Development Appeal Board dated January 16, 2004 regarding Application #T03100D from Clayton Schrock Trucking Ltd. Cd.

There being no further business the Mayor declared the meeting adjourned at 8:14 PM .

MAYOR

CHIEF ADMINISTRATIVE OFFICER